

# Federal City Performing Arts Association Board of Directors Meeting Minutes

Wednesday, March 25, 1998  
2801 M St., NW, Washington, DC

**DIRECTORS:** Present: Fred Boykin, Darrell Lewis, Jeff Peirce, Mark Bombaci, Jack Gerard, Joe Vignali, Jerry Carpenter, Thom Gibb, Bill Eadie,

**ABSENT:** Robert York, James Madigan, Henry Salevsky, Ed Wilber, Jarrin Davis

**STAFF:** John Perkins, James Holloway

**GUESTS:** Dan Patton

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## ***I. Call to Order***

Meeting was called to order at 7:45 by Boykin.

## ***II. Approval of Minutes***

Motion to approve the minutes.

Vignali moved, Gibb seconded, to approve the February, 1998 minutes.

Unanimous in favor. Minutes approved.

## ***III. Financial Report***

Three areas of concern are merchandise, general fundraising, and BOD fundraising. Bottom line YTD is (\$10K) and we were budgeted to have a \$60K surplus. The spring concert budget assessment will be known better by March after all the bills are in. Eadie indicates that no donation requests came in during the last concert because there were no donation envelopes in the programs. Boykin wants to continue to use the envelopes at every concert. Bombaci indicated that the phone-a-thon should capitalize on the last concert.

Lewis asks for a financial fact sheet on what it costs to a concert. Wants a report as to the fact that the ticket prices do not cover all the expenses of a concert. We need to solicit persons who are outside our regular donors.

Powers estate update – the money has not arrived due to settlement issues with the estate. Vignali requests that we get an AMEX card to pay for expenses instead of taking costs out-of-pocket. Perkins expresses concern that there are too many requests for money to the same people. Requests a group to strategize the events/requests against the calendar in the coming year. Gibb will assist Gerard with the mailing list to help target groups of people who have not been approached yet. Bombaci indicates that the money gathering people need to get together this summer to plan for next year.

**Motion to accept the Finance Report, Gibb moves, Vignali seconds. Unanimous in favor.**

## ***IV. President's Report***

Boykin states that the "Pirates" concert was very important for the Chorus. Thanks were given all around for those who made the concert possible. He challenges the BOD again concerning the commitment of fundraising by the BOD. Concern is expressed about the poor attendance of Board members at our regular scheduled meetings. The attendance



issues may be in response to the changing responsibilities of the BOD. Attention to the types of people that are on the Board must be given. The BOD should be made of the right people for this type of job.

Boykin makes a plea for those members who are going off the Board to consider running again for the next session to insure consistency of the group. Transitioning groups must also be done for the committee chairs. Lewis needs a smooth transition in the leadership.

Vignali requests that Holloway give a pep talk to the group to gear them up for the coming few months.

#### **V. Music Report**

See Music Report as presented by James Holloway. Holloway gives praise to all those who have helped with the "Pirates" concert. Thanks are given to Mark Smouse, Greg Ruffer, and Gary Turner for all their incredible amount of work.

Sunday will be the first auditions for the Cabaret. The outline will appear a week later. Eadie suggested that some members may want to give back tickets that can be resold for extra profit. Holloway echoes that idea. Tour planning is going well. Oslo is clarified. A joint concert will be performed in Stockholm. Pride Day participation is still under discussion. The Kennedy Center small concert will not happen this year due to scheduling issues; the application for performance next year has been completed. Vocal reviews will begin on Sundays during the rest of the season.

#### **VI. Executive Director's Report**

See Executive Director's Report. Kennedy Center concert application was explained. He believes that the selection criteria are changing because they are trying to get a higher quality performance. Auction events are going well. Donations are coming in. Sponsors are being sought. Patten has been instrumental in helping us secure a new sponsor from a pharmacy group for the '98-'99 season. FCPAA is up to standards on the Unemployment Act now.

No Operations Committee report is given.

#### **VII. Old Business**

1. Board fundraiser – Lewis indicated that the Bachelor Auction is set for McClain Gardens and that he and Vignali are set with the event. The event should be pure profit for the BOD. Donations were requested of funds and beer/wine stuffs to be provided at the event. An entrance fee of \$10 will be charged and drinks will be \$1 after the first one. A flyer has been produced to get people there.

#### **VIII. New Business**

##### **1. Nominations and Elections**

Carpenter presented a schedule of the dates for the process. Dates had changed before the meeting began as the calendar was updated for the next few months. Dates were discussed and modified. The process will begin in April and end in June with the annual meeting.

**Vignali moves for the acceptance of the Nominations and Elections schedule. Lewis seconds. Unanimous in favor.**

Discussion ensued. Eadie suggested that a strategy be used help create the new Board. Members would be moving away from being committee chairs and being focused on policy. The Board can now also be made up of outside members and need to be sought from arts groups, other BODs, Kennedy Center, etc. Names of possible candidates are to be given to Carpenter so that contact can be made. Boykin will address the chorus about the structure of the BOD and Lewis will speak about the structure of the Operations Committee. Carpenter will open the Nominations process. Being on the BOD is a privilege not a popularity contest, it requires responsibility.

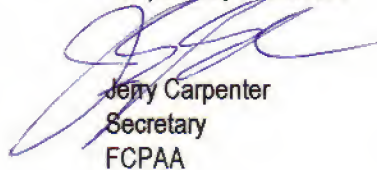
**2. Chair Donations**

Lewis will address the Chorus concerning the donation to NYAPC to cover the purchase of new chairs that will help reduce our rental costs for the future.

**IX. Adjournment**

Gibb moved, Peirce seconded a move to adjourn. Unanimous in favor.

Respectfully submitted,



Jerry Carpenter  
Secretary  
FCPAA